

## **REEport User Authentication and Management**

### *User Roles and Authorities*

REEport will support *roles* that can be associated with specific *authorities* for managing what users can do. *Roles* will be defined by the site administrator and may have names like Project Director, Investigator, or Project Administrator. *Roles* allow the site administrator to assign *authorities* to individuals in using meaningful titles for those individuals. *Authorities* are REEport functions that, when assigned to a *role* or an individual, empower the *role* or individual to do something. Specific *authorities* available in Stage A will be:

- Preparer – allows the *role* or user to prepare reports
- Submitter – allows the *role* or user to submit reports

These *authorities* may be assigned to the same *role* or user or may be assigned to separate *roles* or users depending on an institution's business practices. Note that, if the preparer and the submitter of the report are not the same person, the routing of reports for review and approval within an institution will have to be done outside of the REEport system, such as by email. This is because of the diversity of grantee organizations and business practices and allows maximum flexibility for NIFA's grantees in managing routing and approval.

### *Site Administration/User Management*

Many NIFA grantees currently have site administrators. REEport will continue to support the special function of site administrator and will allow for more than one site administrator at a given institution.

NIFA is still working out the details on creating the smoothest possible transition for site administrators from the CRIS web site to REEport, including what user information can be transferred and the software tools to be available for site administration. Current plans are to have this information available in May, including a special Reporting Web Conference ([www.nifa.usda.gov/rwc](http://www.nifa.usda.gov/rwc)) to cover the details.

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